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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

11 December 1957

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1. Mr. [REDACTED] Office of Current Intelligence, gave a briefing on the recent Communist policy communique that emphasized the strength and unity of the Bloc, the Soviet propaganda campaign on the forthcoming NATO Meeting in Paris, the implications of the recent violence in Cyprus and current political situations in Indonesia and Laos.

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2. Mr. Lloyd introduced Mr. [REDACTED] who will be taking Mr. [REDACTED] place as Special Assistant to the Deputy Director (Support) about 6 January 1958.

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3. Mr. Lloyd made the following announcements:

a. The Income Tax Withholding Statements (W-2's) will be distributed by the Office of the Comptroller by the 10th of January 1958.

b. 24 December 1957 will be the last payday this year instead of 27 December, which is the regularly scheduled payday. A Notice is being published on this.

c. The President has signed an Order which establishes 24 and 31 December 1957 as half-day holidays. A Notice will be published on this.

d. The plans submitted for contemplated TDY travel during the period January through June 1958 have been approved by Colonel White, except in a few cases where the Office or Staff Chief has already been notified otherwise. The consolidated report of the DD/S components has been submitted to the Deputy Director (Plans).

e. The first quarter FY 1958 reports of overtime worked in the DD/S components indicate averages similar to the preceding period, except in the Office of Logistics where there was an increase in overtime. 25X1A9a

f. Any Agenda items for the Senior Staff Meeting to be held 16 December should be submitted to Mr. [REDACTED] by noon, Friday, 13 December.

4. Mr. Lloyd urged that priority attention be given to the rewrite of Agency Regulations designed to reduce Regulations to brief statements of

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policy and authorities with detailed procedures, etc. in Handbooks. With the exception of the Offices of Logistics and Security, this program is lagging, and since we have committed ourselves throughout the Agency for this much needed task, other Offices and Staffs should give more attention to completing those parts of Regulations within their functional responsibility.

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5. Mr. [REDACTED] suggested that personnel should make small contributions to the Public Service Aid Society instead of sending Christmas cards to other employees who may be greeted in the Office.

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6. Mr. [REDACTED] gave a graphic report on the Suggestion Awards Program in CIA which revealed that our rate of suggestions adopted is considerably lower than that of other government agencies and private industry. He urged that more publicity and greater emphasis be given through the chain of command for improvement in the quality of suggestions which are submitted by persons in Grades GS-11 to GS-13.

7. Mr. Lloyd mentioned that at this morning's Deputies' Meeting there was some concern as to the recent Civil Service ruling for pay increases to scientists with particular regard as to what is a scientist and what does the increase to the top of the grade mean. Mr. [REDACTED] said his Office was looking into this.

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8. [REDACTED] reported that as a result of a recent meeting with a representative of the FBI it appears that the possibilities for communications reciprocity is looking more favorable than it ever has.

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9. Colonel Edwards reported that the Office of Security is greatly concerned about the number of girls having social engagements with members of foreign embassies. The Office of Security is sending a memorandum to the Deputy Directors highlighting the elements of an actual case that was recently reported and will include the subject in the Security Reindoctrination Program.

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10. Mr. Lloyd announced that Mr. [REDACTED] is retiring, and Friday, 13 December 1957 will be his last day of duty.

11. The meeting adjourned at 1200 hours.

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